

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

September 3, 2024

6:00 P.M.

The meeting was called to order by Ms. Donna Lanceslin, President of the Port Commission. Ms. Lanceslin led in the Pledge of Allegiance. Mr. Tabb gave the Invocation. A roll call resulted in the following:

Present:

Greg Paul
Wilson Terry
Joel Authement
Donna Lanceslin
Murphy Pontiff
Joseph Tabb
Joseph Phillips
Joe Duck

Absent:

David Hanagriff

Also present at the meeting were Mr. Eric Duplantis, Port Attorney, Mr. Reid Miller of Miller Engineers, Mr. David Naquin, Executive Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Tabb to dispense with the reading of the August 6, 2024 meeting minutes and to accept them as presented. The motion was seconded by Mr. Terry. Ms. Lanceslin asked if there were any questions or comments – there were none. The motion carried unanimously.

Ms. Lanceslin asked if there was any public comment – there was none.

Mr. Naquin reported that at last month's meeting, the Board approved a \$1 increase in the minimum water rates for the Port's water plant. He further reported that it has been determined that there may be issues with the water meters not being accurate and asked that the increase be postponed and that new meters be purchased. The water plant operator has been researching the cost of new meters and believes that the meters could be replaced for a reasonable cost. Mr. Tabb asked if there was money in the water plant maintenance budget and Mr. Naquin answered yes that there were funds available. Mr. Authement asked if the Port water plant was included in a grant application for consolidation. Mr. Miller reported that the Port water system was included in the grant application. Discussion followed. A motion was made by Mr. Tabb to delay the rate increase adopted at last month's meeting, explore if funds are available in the water plant maintenance funds for the purchase of new meters and if it is determined that funds are not available, to present the cost of new meters to the Commission in order that funds be allocated for the purchase. Discussion followed. The motion was

seconded by Mr. Duck. Ms. Lanceslin asked if there was any further discussion or opposition – there was none. The motion carried unanimously.

Mr. Naquin reported that all soil samples at the Port Office at 15301 Highway 182 have been cleared and approved and that he was given a Certificate as documentation. Mr. Naquin asked for direction on how to proceed with the sale of the building as no bids were received as a result of the advertisement of the building for sale. Mr. Terry asked what he thought someone would pay for the building. Mr. Naquin said he had approximately six people interested but not willing to pay the appraised value of \$200,000. Mr. Tabb made a motion to authorize Mr. Naquin to explore options with private parties for the sale of the 15301 Highway 182 Port Office building. The motion was seconded by Mr. Terry. Ms. Lanceslin asked if there was discussion or opposition. There was none. The motion carried unanimously.

Mr. Naquin reported that the slab and the small building for the drainage pump at the Industrial Park have been ordered and the cost for both is approximately \$6,000.

Mr. Naquin discussed the need to build up the Industrial Park property for future development. The property is very low. There are multiple pipelines that cross the property. He also reported that in the 2024 Louisiana Legislative Session, \$3 million in Capital Outlay funding was allocated to use on the Industrial Park. Those funds could also be used to provide water and electricity to the site. Discussion followed.

Mr. Naquin reported that 2024 marks the 50th Anniversary of the creation of the Port of West St. Mary and that a celebration is being planned. He asked the Commission to contact the Port staff with any recommendations of guests to include for the celebration which is tentatively planned for the end of October.

With regard to the Sugar Warehouses, Mr. Naquin reported that representatives of all three sugar mills have visited the new warehouses and that he was informed that one of the mills plans to begin storing sugar in October. The security cameras will be installed soon. He was also contacted about the possibility of storing molasses at the site. Discussion followed.

Mr. Miller reported on the Roof Improvement Project at the Marine Turbine Technology building – Phase 2 – the project is complete. A motion was made by Mr. Tabb to approve Change Order #1 for a deduction of \$1,500.00 for lights that were damaged. The motion was seconded by Mr. Duck. Ms. Lanceslin asked if there was any discussion or opposition – there was none. The motion carried unanimously.

A motion was made by Mr. Terry to approve Contractor's Application for payment #1 for the MTT Roof Repairs less retainage in the amount of \$101,362.50 to Frisco Industrial Contractors. The motion was seconded by Mr. Duck. Ms. Lanceslin asked if there was any discussion or opposition – there was none. The motion carried unanimously.

A motion was made by Mr. Duck to adopt a Resolution to Accept a Certificate of Substantial Completion for MTT roof repairs. The motion was seconded by Mr. Paul. Ms. Lanceslin asked if there was any discussion or opposition – there was none. The motion carried unanimously.

Mr. Duplantis reminded everyone to do their online training for Ethics and Preventing Sexual Harassment before the end of the year.

There being no further business to be discussed, a motion was made by Mr. Terry to adjourn the meeting. The motion was seconded by Mr. Tabb Ms. Lanceslin asked if there was any questions or comments. There were none. The motion carried unanimously and the meeting adjourned at 6:26 p.m.

Signed 
Joel Authement, Secretary